



City of Scottsdale
Parks & Grounds Division
CAP Basin Sports Complex
8081 E. Princess Drive
Scottsdale, AZ 85255
Phone: (480) 312-7529 FAX: (480) 312-7525

CAP BASIN REQUEST FORM – NON TOURNAMENT

ORGANIZATION		RESPONSIBLE PARTY		
ADDRESS		CITY, STATE		ZIP
PHONE (HOME)		PHONE (ALTERNATE)	EMAIL	
EVENT / SPORT PLANNED		NO. PARTICIPANTS	YOUTH <input type="checkbox"/>	ADULT <input type="checkbox"/>
REQUESTED DATE(S)	REQUESTED FIELD(S)	REQUESTED HOURS		
		FROM:	TO:	
		FROM:	TO:	
		FROM:	TO:	

Will any apparatus or equipment be moved onto the sports fields? YES ☐ NO ☐

If YES, explain

Will beer be served? YES ☐ NO ☐

If YES, explain

Explain your Field Prep and equipment needs:

Explain your use of Concession/Merchandise/Vendors:

I understand that this is a request for non-tournament use and I will be contacted to create a contract. If approved, the fees will be due in full 2 weeks after the contract has been finalized. Furthermore, I have read, understood, and agree to abide by the City of Scottsdale Use Regulations.

Signature _____ Date _____

For Official Use Only

Date request received: _____ Staff: _____

Approved: _____ Date: _____ Permit number: _____